



COUNTY OF LOS ANGELES

Public Health

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Director and Health Officer

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March 24, 2009

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

**SUBJECT: NOTIFICATION OF DEPARTMENT OF PUBLIC HEALTH'S USE OF
DELEGATED AUTHORITY TO OFFER AND SIGN A TEMPORARY PERSONNEL
SERVICES AGREEMENT WITH MAXIM STAFFING SOLUTIONS**

This is to advise your Board that the Department of Public Health (DPH) will exercise its delegated authority as approved by your Board on September 19, 2006, to offer and sign a temporary personnel services agreement with Maxim Staffing Solutions (Maxim) and/or Public Health Foundation Enterprises, Inc. (PHFE) through June 30, 2010. Temporary personnel services have been used by DPH programs to support projects requiring specific services, such as surveillance, epidemiological studies, behavioral characterization, prevention activities, and/or data entry.

DPH's Office of AIDS Programs and Policy will use this agreement with Maxim for data entry contractors to address the backlog of HIV counseling and testing data. The data is used as a guideline by the Centers for Disease Control and Prevention (CDC) to measure the amount of HIV prevention funds allocated to Los Angeles County.

The term of the agreement with Maxim is effective March 25, 2009 through June 29, 2010, and is 100 percent offset by grant funds in the amount of \$208,800. This amount is comprised of \$69,600 in funding from the Department of Health and Human Services, Center for Substance Abuse Prevention and \$139,200 in carryover (unobligated) Year 1 funds from the CDC Notice of Cooperative Agreement Number 1U62PS000768-01.

County Counsel and the Chief Executive Office have reviewed and approved the Agreement as to form.

If you have any questions or require additional information, please let me know.

JEF:ly
#00832

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors